



SOUTHERN CROSS
MOTEL GROUP

THE WINDMILL MOTEL
AND EVENTS CENTRE



CORPORATE EVENTS PACKAGE



SOUTHERN CROSS
MOTEL GROUP

Corporate Package

Here at the Windmill Motel & Events Centre, we offer a range of corporate package services for events, conferences and training seminars. Will have several room types available, and an appropriate solution whatever your company needs may be.

Our event venues are fully air-conditioned and highly versatile spaces, with soundproof doors which can be divided into 3 separate venues if required. The Outback Room is our largest arrangement, which can seat up to 300 guests in theatre style and 220 guests in banquet style.

Catering options, including breakfast, lunch, dinner and snack services are available. All of our catering menus are designed by our qualified and experienced head chef and kitchen team, are cooked on-site and can be tailored to suit your event.

We pride ourselves on delivering friendly and professional service. Together with our exceptional catering offerings and beautiful surroundings, we are sure you will be delighted by the high-quality events we can help you host.

Regards,

Windmill Motel and Events Centre and Southern Cross Motel Group

Basic Function Package Inclusions

Fully air-conditioned room
Full set-up of the room, as per request
Continuous tea & coffee station
Mints and water carafes
White or black quality table linens
Lectern
Unlimited WIFI on an unlimited number of devices
Corporate accommodation rates

Additional extras are available

Dad Projector and Screen - \$150.00
Staging - \$600.00
Microphone -\$80.00
Additional lectern - \$35.00
Easel - \$35.00
Whiteboard & pens - \$15.00each
Flip-charts & paper - \$30.00 each
Speakers - \$60.00

Any extra equipment not available at Windmill Motel and Events Centre can be hired externally

Venue Options

SOUTHERN CROSS VENUE - \$300.00

5.5L x 10W x 3H

40 theatre style

30 classroom style

20 u-shape style

30 banquet style

60 cocktail styles

WINTON VENUE - \$450.00

13L x 8W x 3.5H

70 theatre style

40 classroom style

30 u-shape style

40 cabaret style

60 banquet style

100 cocktail style

LONGREACH VENUE - \$650.00

12.5L x 8W x 3.5H

70 theatre style

40 classroom style

30 u-shape style

40 cabaret style

60 banquet style

110 cocktail style

EMERALD VENUE - \$900.00

25.5L x 8W x 3.5H

200 theatre style

70 classroom style

60 u-shape style

80 cabaret style

140 banquet style

250 cocktail style

OUTBACK VENUE - \$1100.00

31L x 8W x 3.5H

300 theatre style

150 classroom style

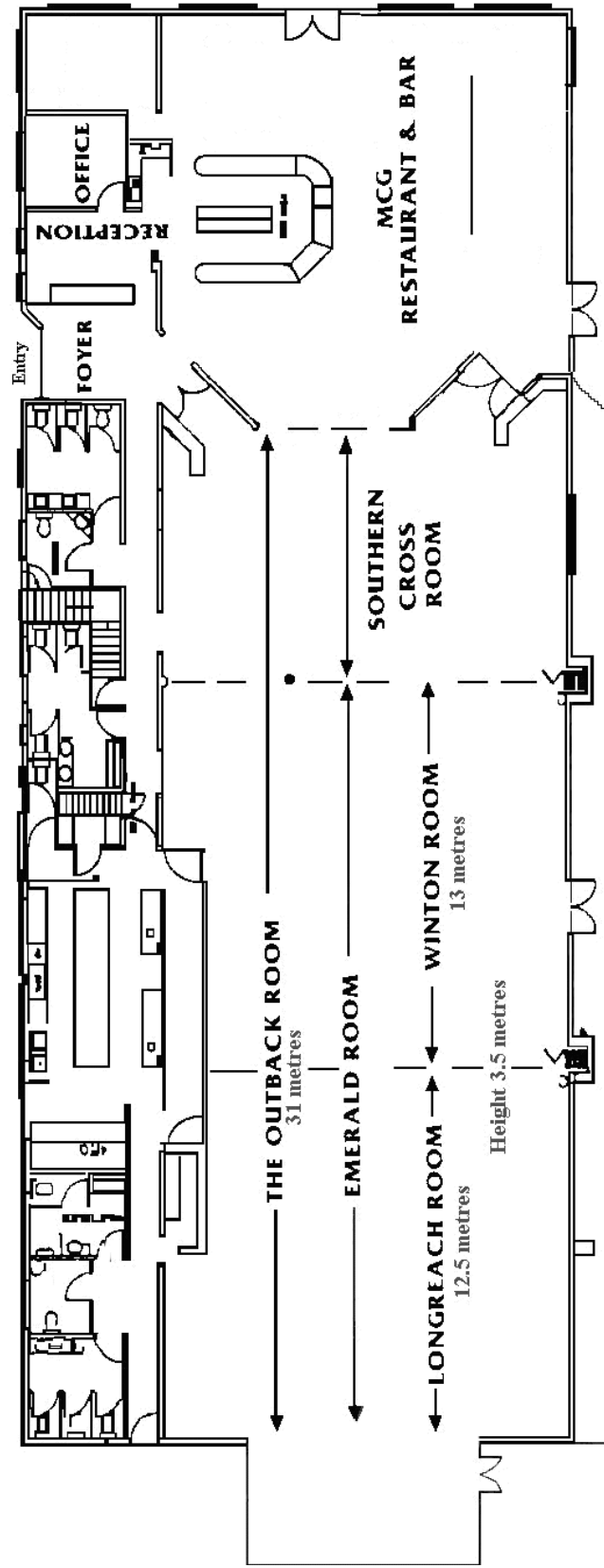
110 cabaret style

220 banquet style

400 cocktail styles

Our Lake deck venue is also available for an additional fee of \$200 for break-outs & the serving of catering.

Event Centre Floor Plan



Catering Options

REFRESHMENTS

Carafes of fruit juice - \$15.00 per carafe

Carafes of soft drinks - \$12.00 per carafe

Cans of soft drinks - \$3.50 per can

Baristas coffees - POA

MORNING & AFTERNOON TEAS

Selection of Biscuits - \$6.00pp

Assorted Slices - \$8.00pp

Scones with Jam & Cream - \$8.50pp

Buttered Fruit Cake - \$7.00pp

Sweet Muffins - \$8.50pp

Fresh Fruit Platters - \$9.00pp

Cheese & Cracker Platter - \$9.50pp

LUNCHES

LIGHT & EASY OPTIONS

Assorted Sandwiches - \$19.00pp

Hearty Bread Rolls - \$19.00pp

Lavish Wraps - \$19.00pp

Assortment of Sandwiches, Rolls and Wraps - \$19.00pp

Fresh fruit platters - \$9.00pp

PLOUGHMANS BUFFET

\$31.00 per attendee (min. 25pax)

Platter of Ham & Continental Meats

Platter of cold Roast Chicken

Garden Salad

Coleslaw

Potato Salad

Crusty Bread Rolls

Condiments & Sauces

AUSSIE-STYLE BBQ BUFFET

\$37.50 per attendee (min. 30pax)

Rib Fillet

Satay Chicken Skewers

Beef Sausages

Grilled Onions

Garden Salad

Crunchy Coleslaw

Potato Salad

Burger Buns

Condiments & Sauces

COCKTAIL FINGER FOOD PLATTERS

All platters serve 10-15 guests

Bruschetta Platter - \$110.00 per platter

Homemade Dips, with Crudité and Breads - \$ 95.00 per platter

Chef's Selection Platter - \$130.00 per platter

Selection of baked and fried foods, such as prawn twisters, samosas, meatballs, sausage rolls, crab spring rolls, mini quiche

Antipasto Entertainer Platter - \$130.00 per platter

Selection of kabana, cold meats, homemade dips x 2 and cheeses with crackers

Cold Canapés – \$95.00 per platter

Bite-size toasts topped with pesto, bacon & cheese or sundried tomato & feta

Hot Canapé Platter - \$ 175.00 per platter

Selection of hot savoury bites, such as mini beef sliders, stuffed mushrooms, chicken mignons, Thai fish cakes, chorizo & caramelized onions tartlets, dim sims, crumbed whiting, chicken wings, marinated beef skewers

All platters can be reduced to half serves upon request

Children's prices are available upon request

BUFFET MENUS

BBQ BUFFET

\$45.00 pp main only
\$55.00 pp main and dessert

Prime Rib fillet
Beef Sausages
Chicken satay skewers
Grilled onions
Creamy potato and onion bake
Tossed garden salad
Homemade coleslaw
Bread rolls with butter
Condiments & Sauces

DE-CONSTRUCTED BURGER BUFFET

\$41.00 pp main only
\$51.00 pp main and dessert

Grilled rib fillet steak
Sweet-chilli marinated chicken thighs
Gourmet Angus beef patties
Caramelised onions
Lettuce, tomato and beetroot
Vintage cheddar cheese
Sesame burger buns
Condiments & Sauces

DESSERT

Passionfruit cheesecake
Aussie pavlova with cream and fresh fruit
Chocolate mud-cake with berry coulis
Apple crumble with vanilla crème anglaise

GOURMET BUFFET

\$75.00 pp – Main & Dessert

\$65.00 pp – Main Only

Meat Options – Please select 3

Roast pork, with golden crackling and applesauce

Roasted lamb with rosemary jus and mint jelly

Whole roasted rib fillet of beef with a mustard and cracked pepper crust

Tandoori chicken breast

Basil pesto chicken with oven roasted cherry tomatoes

Thai sweet & sour chilli pork with Hokkien noodles

Home-style lasagne (beef, chicken or vegetarian)

Salads & Vegetables - Please select 4

Seasonal roasted vegetables

Garlic and chive roasted chat potatoes

Steamed greens

Grilled Mediterranean vegetables

Garlic and onion potato bake

Fried rice

Traditional Greek salad

Roasted pumpkin, pine nut and rocket salad

Crunchy Asian coleslaw

Fresh garden salad with cherry tomatoes

Dessert – Please select 2

Passionfruit Cheesecake

Aussie pavlova with fresh fruit salad

Chocolate mud cake with berry coulis

Apple crumble with vanilla crème anglaise

ALTERNATE DROP MENUS

\$75.00pp – Entree, Main and Dessert

\$65.00pp – Entree and Main or Main and Dessert

ENTREE – Please select 2

Roast Duck & Sweet Potato Rilette - micro herbs, honey & soy dressing

Marinated Prawns - citrus couscous, coriander yoghurt

Smoky Chicken Salad - avocado, tomatoes, toasted macadamias, vinaigrette

Warm Thai Beef Salad - beef, mixed greens, bean sprouts, herb dressing

Thai Fish Cakes - house-made, sweet chilli & coriander glaze, Asian slaw

Warm Lamb Rib - on the bone, baby rocket, minted yoghurt

Avocado Timbale - on rocket leaves, drizzled w/ balsamic glaze (veg)

MAIN – Please select 2

Mediterranean Chicken - feta & sundried tomato, salsa verde, roasted parsnips

Tender Lamb Rack - mushroom & port wine, green beans wrapped in prosciutto

Barramundi Fillets - lemon myrtle, avocado hollandaise, seasoned chats

Braised Beef Cheeks - rosemary & sage jus, Paris mash, buttered broccolini

Stuffed Mushrooms - mushrooms, pesto breadcrumbs, feta, shallots, sweet potato mash

Rib Fillet of Beef - seeded mustard & herb rub, with warm potato salad, seasonal greens

Puttanesca Chicken - tomatoes, olives, capers & chilli, steamed spinach, garlic mash

Pesto Veggie Stack - chargrilled vegetables, pesto, mozzarella, fresh basil, chat potatoes

DESSERT – Please select 2

Passionfruit Cheesecake - whipped cream

Aussie Pavlova - fresh fruit salad and whipped cream

Chocolate Mud-Cake - berry coulis and whipped cream

Apple Crumble - with vanilla crème anglaise

Corporate Accommodation Options

All corporate guests are offered a discounted rate upon request.

Please ask your attendees to call Windmill Motel and Event Centre or Southern Cross Motel Group directly and request they identify their association with the function to secure the discounted rate.

Windmill Motel and Event Centre Room Types:

Queen Studio	Sleeps Two	1 x Queen bed, shower ensuite, tea/coffee facilities, bar fridge, free wifi
King Studio	Sleeps Two	1 x King bed, seating area, terrace/balcony, combined spa tub and shower, tea/coffee facilities, bar fridge, free wifi
Family Studio	Sleeps Five	1 x Queen bed and 2 x Single beds Or 2 x Queen beds Pull-out sofa bed, kitchenette (with microwave and toaster), dining setting, free wifi
One Bedroom Apartment	Sleeps Five	1 x Queen bed (in a private bedroom) 2 x Single beds (in main living space) Sofa bed, kitchenette (with microwave, toaster and family-sized fridge), dining setting, free wifi

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- Porta-cots are available upon request
 - Sofa-beds (suitable for 1 adult or 2 children) can be made-up upon request

Photos



Booking Terms and Conditions

- All function venues within the Windmill Reception Centre are non-smoking, for the comfort of all guests. Specific smoking areas have been designated on the property. Should any guest relevant to your function disregard these regulations cleaning fees will be charged.
- Liquor licensing laws forbid staff from serving alcohol to anyone who is deemed to be adversely affected by alcohol consumption or under 18 years of age. In such instances, service will be refused at the discretion of Windmill staff.
- The Reception Centre's management team has the right to close any function or remove any individuals should violence or damage, actual or threatened, occur.
- The Reception Centre does not accept responsibility for any food spoilage if the function does not run to pre-scheduled times.
- Guests must be aware that for the comfort of other in-house guests, outside noise must be kept to a minimum.
- If you wish to cancel your booking, written notification is required, and the conditions outlined in your Booking Confirmation will apply.

To finalise an event booking with Windmill Motel and Events Centre, please complete and return the following Booking Confirmation Form.

We look forward to hosting your next event.



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THE WINDMILL MOTEL
AND EVENTS CENTRE

Event Booking Confirmation

5 Highway Plaza, Mackay, QLD 4740
Email: function@windmillmotel.com.au
Phone: 07 4944 3344
ABN: 541 268 756 16

Name/Company :

Address :

Event Type :

Event Date and Time :

Contact Name :

Mobile Contact :

Email :

CONFIRMATION OF BOOKING DATE

To confirm the date specified (subject to availability), please complete the guarantee and payment sections of this form and return within 7 days.

EVENT CANCELLATION POLICY

Notification of cancellation is required in writing via email

No charge	if cancelled 30 days prior to the event date
Cost of Room Hire	if cancelled 15 to 29 days prior to the event date
Room Hire + 50%	if cancelled less than 15 days prior to the event date

BOOKING GUARANTEE (please provide one)

- A DEPOSIT EQUAL TO TOTAL OF ROOM HIRE
- OFFICIAL PURCHASE ORDER EQUAL TO TOTAL ROOM HIRE
- CREDIT CARD DETAILS AS GUARANTEE (FILL IN CREDIT CARD DETAILS BELOW)

Credit Card Type :

Cardholders Name :

Credit Card No. :

Signature :

Expiry Date :

[A surcharge may apply, based on the applicable Card's merchant rate]

Event Booking Confirmation

5 Highway Plaza, Mackay, QLD 4740
Email: function@windmillmotel.com.au
Phone: 07 4944 3344
ABN: 541 268 756 16

PAYMENT OF YOUR EVENT (Please select one)

- EFTPOS AT COMPLETION OF EVENT
- CREDIT CARD AT COMPLETION OF EVENT
[A surcharge may apply, based on the applicable Card's merchant rate]
- 7-DAY COURTESY ACCOUNT

Approved Clients only, a minimum account of \$1000.00

Your company must be able to process a 7-day account

A Purchase Order must be supplied, advising payment method ie. Cheque, Credit Card, Direct Credit

Overdue accounts will attract a 10% monthly administration charge (on outstanding balance)

BOOKING DETAILS

Event Type:

Number of Guests:

Venue:

Seating Plan:

Catering Plan:

Additional Purchases:

ACCEPTANCE OF BOOKING TERMS

I have read and accepted the above terms and conditions, and request this booking be confirmed.

Signature :

Name (Print) :

Date :